

Fortune University
MAGAMA · BAUCHI STATE

STUDENTS · 2026/2027

Student Handbook & Code of Conduct

Your rights, your responsibilities and the rules that keep our University a safe, honest and happy place to learn.

Licensed by the Federal Government of Nigeria
NUC Provisional Licence No. 199 · 21 October 2026

"Learning Today for a Better Tomorrow"

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Keep this handbook. Every student receives a copy at registration and signs the declaration at the end. Ignorance of any rule in it will not be accepted as an excuse. Where this handbook and a later decision of the Senate or Governing Council differ, the later decision applies; changes are announced on the University website and portal.

01

Foreword by the Vice-Chancellor



Professor A. M. Sani
Vice-Chancellor

Dear Student,

Welcome to Fortune University. As a member of our pioneer class, you are not only joining a university; you are helping to found one. The habits you form, the standards you keep and the way you treat one another will become the traditions of this institution for generations to come.

Our motto, *Learning Today for a Better Tomorrow*, is a promise and a challenge. We promise you dedicated teachers, modern facilities and a safe campus. We challenge you to work hard, to be honest in every examination and assignment, and to use what you learn in the service of your family, your community and Nigeria.

This handbook sets out the rules of the University. Please read it carefully, keep it, and ask your level adviser or the Student Affairs Division whenever anything is unclear. The rules exist to protect you and to protect the value of the degree you will earn here.

I wish you a fulfilling and successful time at Fortune University.

Professor A. M. Sani
Vice-Chancellor

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The University

Fortune University, Magama, is a private university licensed by the Federal Government of Nigeria on 21 October 2026 (NUC Provisional Licence No. 199). It is promoted by Fortune Magama Educational Services and governed by a Board of Trustees, a Governing Council and a Senate.

Vision

To be the leading private university in Northern Nigeria, known for graduates of sound knowledge, upright character and a lifelong commitment to the service of their communities.

Mission

To provide accessible, affordable and internationally benchmarked university education; to advance knowledge through research that answers the needs of the North-East; and to build in every student the integrity and skills to lead.

Motto and values

> *"Learning Today for a Better Tomorrow"*

The University's six core values are **excellence** in teaching, examinations and research; **integrity** in admissions, fees and examinations; **character**, built through discipline, courtesy and respect for others; **service** to communities across Bauchi State and beyond; **inclusion** of qualified Nigerians of every state, faith and background; and **innovation** in solving local problems.

Principal officers

Pro-Chancellor and Chairman of Council	Alhaji (Dr.) Muhammad Lawal Magama
Vice-Chancellor	Professor A. M. Sani
Deputy Vice-Chancellor (Academic)	Professor Hauwa Abdullahi Bello
Registrar	Mallam Sani Garba Toro
Bursar	Mr. Daniel Ayuba Pwajok
University Librarian	Dr. Rakiya Musa Abdulkadir

Faculties

Faculty of Computing; Faculty of Natural and Applied Sciences; Faculty of Allied Health Sciences; Faculty of Management and Social Sciences; Faculty of Education.

03

Admission, registration and records

3.1 An offer of admission is provisional until the student's original certificates have been verified. Any admission obtained with false or forged documents will be withdrawn whenever the falsehood is discovered, even after graduation.

3.2 Every student must **register** at the start of each session within the period in the Academic Calendar: pay the fees due, complete the registration form on the portal, and register courses with the approval of the level adviser and Head of Department.

3.3 Late registration attracts a charge and is closed two weeks after the official registration deadline. A student who has not registered by then is not a student of the University for that session and may not sit examinations.

3.4 Each student receives a **matriculation number** and an identity card, which must be carried at all times on campus and shown on request to any officer of the University.

3.5 A student may apply through the Registrar for a **deferment** (suspension of studies) for up to two sessions on health, financial or other good grounds. Time spent on deferment does not count towards the maximum period of study.

3.6 Changes of name, programme or personal details must be made through the Academic Office with supporting documents (for a change of name, a sworn affidavit and a newspaper publication).

3.7 Transcripts are issued only to institutions or employers on the student's written request and payment of the prescribed fee.

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Academic regulations

Course system and attendance

4.1 Teaching is organised in **courses** with credit units. One credit unit is one hour of lecture or three hours of laboratory or practical work per week for a semester.

4.2 A student must register a minimum of 15 and a maximum of 24 credit units each semester, including any courses carried over.

4.3 A student must attend at least **75% of lectures and practicals** in a course to sit its examination. Attendance is recorded electronically.

4.4 Continuous assessment (tests, assignments, practicals) counts for **30%** and the examination for **70%** of the final mark, unless the course outline states otherwise.

4.5 All students take the General Studies (GST) courses and the Entrepreneurship Studies (ENT) courses required by the National Universities Commission.

4.6 Students in programmes with industrial training (SIWES), clinical postings or teaching practice must complete them satisfactorily to graduate.

Grading

MARK (%)	LETTER GRADE	GRADE POINTS
70 – 100	A	5
60 – 69	B	4
50 – 59	C	3
45 – 49	D	2
40 – 44	E	1
0 – 39	F	0

CGPA	CLASS OF DEGREE
4.50 – 5.00	First Class
3.50 – 4.49	Second Class (Upper Division)
2.40 – 3.49	Second Class (Lower Division)
1.50 – 2.39	Third Class
Below 1.50	Fail (not eligible for a degree)

How your GPA is calculated

Multiply the grade point of each course by its credit units, add the products, and divide by the total credit units registered. *Example:* a student takes CSC 101 (3 units, B = 4), MTH 101 (3 units, A = 5), GST 111 (2 units, C = 3) and PHY 101 (3 units, C = 3). Total points = 12 + 15 + 6 + 9 = 42. Total units = 11. GPA = 42 ÷ 11 = **3.82**. The cumulative GPA (CGPA) is calculated the same way over all semesters.

Progression, probation and withdrawal

4.7 A course that is failed (grade F) must be **carried over** and registered again at the next opportunity until it is passed. Both attempts count in the CGPA.

4.8 A student whose CGPA falls below 1.00 at the end of a session is placed on **probation** for one session and advised by the level adviser.

4.9 A student on probation whose CGPA is still below 1.00 at the end of the probation session will be asked to **withdraw** from the programme, but may apply to transfer to another programme for which he or she qualifies.

4.10 The maximum period for a degree is the normal duration plus 50% (for example, six years for a four-year programme), excluding approved deferment.

4.11 Results are approved by the Senate. Provisional results released by departments may change before Senate approval.

05

Examinations and examination misconduct

Honesty in examinations protects the value of every Fortune University degree. Misconduct is treated with the utmost seriousness.

Rules in the examination hall

5.1 Be seated at least 30 minutes before the start of the examination with your identity card and examination card. No candidate may enter more than 30 minutes after the start, or leave within the first 30 minutes.

5.2 Bring only writing materials and an approved calculator. Phones, smart watches, earpieces, bags and papers are not allowed in the hall and must be left outside at your own risk.

5.3 Do not communicate with any other candidate. Raise your hand to speak to an invigilator.

5.4 Write your matriculation number (not your name) on every answer booklet, and sign the attendance register.

5.5 Stop writing immediately when told to do so, and hand in all answer booklets, including unused ones.

Offences and sanctions

OFFENCE	SANCTION (MINIMUM)
Possession of unauthorised material, phone or device in the hall	Cancellation of the paper; rustication for one semester
Copying from another candidate or allowing others to copy	Cancellation of the semester's results; rustication for two semesters
Impersonation (writing for another, or arranging for someone to write for you)	Expulsion of all parties who are students; handing over of outsiders to the police
Leakage, purchase or possession of examination questions	Expulsion
Altering marks or records; forging documents	Expulsion and prosecution
Plagiarism in assignments, projects or theses	Fail in the work; rustication for repeated or serious cases
Assaulting or threatening an invigilator	Expulsion

All cases are investigated by the Student Examination Misconduct Committee, before which the student is given a fair hearing. Sanctions are approved by the Senate.

06
Code of conduct

Every student is expected to behave at all times, on and off campus, in a manner that brings credit to the University. The following are **prohibited** and attract disciplinary action:

6.1 **Cultism**: membership of, recruitment into, or any dealing with a secret cult or unregistered society. Penalty: expulsion and handing over to the police.

6.2 **Drugs and alcohol**: the possession, use or sale of illicit drugs, codeine syrups, tramadol or similar substances, and the possession or use of alcohol on campus.

6.3 **Weapons**: the possession of firearms, knives or any dangerous weapon.

6.4 **Violence**: fighting, assault, bullying, threats or intimidation of any member of the University community.

6.5 **Theft and damage**: stealing, vandalism or damage to University or private property.

6.6 **Dishonesty**: forgery, fraud, false statements, and any form of examination misconduct.

6.7 **Disrespect**: insulting or abusive conduct towards staff, fellow students, visitors or members of the host community, or towards any religion or ethnic group.

6.8 **Unlawful assembly**: organising or taking part in any protest, demonstration or boycott that has not been approved by the Dean of Student Affairs.

6.9 **Gambling** and betting on campus, and the use of University facilities for any business without approval.

6.10 **Misuse of social media** to spread false information about the University, harass others or share indecent content.

> Students have the right to form and join registered clubs and societies, to elect representatives to the Students' Representative Council, to express their views through proper channels, and to a fair hearing in any disciplinary matter.

07

Dress code

Students are expected to dress decently and neatly, in a manner that respects the University's values and the culture of its host community.

Acceptable

- Shirts and trousers; kaftans, babban riga and other traditional attire.
- Long skirts and gowns, abayas, hijabs and head ties.
- Laboratory coats, uniforms and safety wear where required.
- Sportswear only at the sports complex and during sports.

Not acceptable

- See-through, tight or revealing clothes; short skirts and crop tops.
- Torn or "patched" jeans; sagging trousers.
- Clothing with obscene, violent or cult-related words or symbols.
- Caps or sunglasses in lectures and examinations (religious head coverings are permitted).

Nursing and Medical Laboratory Science students wear the approved uniform for practicals and clinical postings. Students who breach the dress code may be refused entry to lectures and examinations.

08

Halls of residence

8.1 Hostel spaces are allocated through the portal after payment of accommodation fees. Rooms may not be sold, sublet or exchanged without the approval of the Hall Warden.

8.2 Halls are separate for male and female students. Visiting the hall of the opposite sex is not allowed. Visitors may be received only in the visitors' lounge between 4:00 pm and 7:00 pm.

8.3 The halls are locked at 10:00 pm. Students must be in their halls by then unless they have written permission from the Hall Warden.

8.4 Cooking in rooms and the use of electric heaters, boiling rings and similar appliances are prohibited for safety reasons. Kitchenettes are provided on each floor.

8.5 Students are responsible for keeping their rooms clean and for any damage to furniture and fittings, which will be charged to the occupants.

8.6 Noise must be kept low at all times, and quiet hours (10:00 pm to 6:00 am) observed.

8.7 Squatting (keeping an unregistered person in a room) is a serious offence attracting loss of accommodation for both the occupant and the squatter.

8.8 Students must vacate their rooms at the end of each session and hand over keys to the Porter.

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Sexual harassment and abuse

Fortune University does not tolerate sexual harassment or abuse in any form, by staff or students.

Sexual harassment includes unwelcome sexual advances, requests for sexual favours (including "sex for marks"), sexually suggestive remarks, the sharing of indecent images, stalking and any physical contact of a sexual nature without consent.

9.1 Any student who experiences or witnesses harassment should report it to the **Gender and Welfare Desk** in the Student Affairs Division, to any Dean, or by email to studentaffairs@fortuneuniversity.edu.ng. Reports are handled confidentially.

9.2 Every report is investigated by the Sexual Harassment Committee, which includes members of both sexes. The complainant will not be victimised for making a report in good faith.

9.3 Staff found guilty face dismissal. Students found guilty face rustication or expulsion. Criminal matters are referred to the police.

9.4 Relationships between a member of staff and a student whom he or she teaches, examines or supervises are prohibited.

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ICT and acceptable use

10.1 Every student receives a University email address and a portal account. Keep your password secret; you are responsible for everything done with your account.

10.2 University computers, the network and Wi-Fi are for learning and research. They must not be used to access or share pornography, to gamble, to download pirated software, music or films, or to attack other systems.

10.3 Do not install software on laboratory computers, change their settings, or connect devices to the network without permission from the ICT Directorate.

10.4 Do not use AI tools or any other person's work to complete assessed work unless the lecturer allows it; when allowed, say how you used them.

10.5 Respect the privacy of others: do not record or photograph people without their consent, or share their personal information.

10.6 Report any security incident, phishing message or lost device to ict@fortuneuniversity.edu.ng immediately.

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Health, safety and welfare

University Health Centre

Open 24 hours for emergencies, with a medical officer, nurses, a pharmacy and a laboratory. All students are covered by the student health insurance scheme from registration. Fresh students must submit the Medical Examination Form at registration.

Counselling

Professional counsellors in the Student Affairs Division offer confidential help with study, stress, homesickness, relationships and personal problems. You may book a session in person or by email.

Security

The campus is fenced and patrolled day and night. Report any suspicious person or activity to the security post at the main gate or any security officer. Students leaving campus overnight should inform their Hall Warden.

Fire and laboratory safety

Learn the fire exits and assembly points of your hall and faculty. In laboratories, wear a coat and safety glasses, follow the instructions of the technologist, and never eat or drink.

Students with disabilities

The University provides reasonable support, including accessible rooms, extra time in examinations and accessible materials. Register with the Student Affairs Division at the start of the session.

Worship

The campus has a central mosque and a chapel. Students are free to practise their faith peacefully and must respect the faith of others.

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Discipline and appeals

12.1 Allegations of misconduct are investigated by the Student Disciplinary Committee. The student is informed in writing of the allegation and given the opportunity to respond and to call witnesses (fair hearing).

12.2 Sanctions include a warning, a fine, payment for damage, loss of hostel accommodation, suspension, rustication for a stated period, and expulsion. Serious cases may also be reported to the police.

12.3 A student may appeal against a decision to the Vice-Chancellor in writing within fourteen days of being informed of it. The Vice-Chancellor's decision may be reviewed by the Governing Council.

12.4 Pending the outcome of an investigation into a serious allegation, a student may be suspended from the University.

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Student support directory

OFFICE	FOR	CONTACT
Admissions Office	Admission, change of programme	admissions@fortuneuniversity.edu.ng
Academic Office (Registry)	Registration, records, transcripts	registrar@fortuneuniversity.edu.ng
Bursary	Fees, receipts, refunds	bursary@fortuneuniversity.edu.ng
Student Affairs Division	Hostels, welfare, counselling, clubs	studentaffairs@fortuneuniversity.edu.ng
ICT Directorate	Portal, email, Wi-Fi	ict@fortuneuniversity.edu.ng
University Health Centre	Medical care, emergencies	Health Centre, near the main gate
University Library	Books, e-resources, study space	Library building
Security	Emergencies on campus	Security post, main gate

General enquiries: 0803 896 6912 · info@fortuneuniversity.edu.ng

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Declaration

I, the undersigned, a student of Fortune University, Magama, confirm that I have received and read this Student Handbook and Code of Conduct, that I understand it, and that I will abide by its provisions and by all other rules and regulations of the University. I understand that a breach of these rules may lead to disciplinary action, including expulsion.

Full name _____

Matriculation number _____

Programme _____

Signature _____

Date _____

For the Student Affairs Division

Received by _____

Signature _____

Date _____

Detach or copy this page, complete it and submit it at the Student Affairs Division during registration.